



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 1-10-17	Interviewer: Mohammed Cato	RFA #17 – 31
Name of Person(s) Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Status of Person(s) Interviewed (title, position, student status, etc.): [REDACTED]		
Requested Assistance Pertaining To (name, position, policy, project, etc.): [REDACTED]		
[REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male Female Administrator Faculty Staff Student
Concern Regarding: Male Female Administrator Faculty Staff Student

Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Veteran Status
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input checked="" type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
<input type="checkbox"/> Sex/Gender	<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Employment	<input type="checkbox"/> Genetic Information
<input type="checkbox"/> Gender Identity or Expression				

Time Line		
Date	Item	Comments
1-10-17	[REDACTED] met with MC	[REDACTED] wanted to talk to MC about a conversation that he overheard involving [REDACTED] said that he attended a [REDACTED] meeting on Oct. 19 th , 2016 in the [REDACTED] Conference Room. [REDACTED] and [REDACTED] were in the room according to [REDACTED] had to leave to address a matter at the [REDACTED]. While she was gone, [REDACTED] said that [REDACTED] took the conversation from who the [REDACTED] at [REDACTED] was to how [REDACTED] can identify the native tribe of an individual based on their physical and facial characteristics. [REDACTED] said that [REDACTED] mentioned a tribe and said that members of this tribe have large heads and have a distinct accent which [REDACTED] attempted to replicate. [REDACTED] said that he was deeply offended by [REDACTED] "diatribe of comparing native tribes like someone who would describe dog breeds." [REDACTED] indicated that he wanted someone from EO to talk to [REDACTED] and let him know that his conduct was offensive. MC was clear that he would talk to [REDACTED] about how [REDACTED] comments offended [REDACTED] and why but that MC was not saying that [REDACTED] comments rose to illegal discrimination. MC also explained the Discrimination Complaint Procedure to [REDACTED] including differences between the informal and

		formal process. MC also discussed the Office's limits on confidentiality (including the Public Records Act) and the prohibition against retaliation, as well as resources and reporting options.
1-18-17	MC lets [REDACTED] know that he plans on meeting with [REDACTED] next week	
1-23-17	MC meets with [REDACTED]	[REDACTED] explains that he was not trying to offend anyone with his comments and was only trying to point out that some tribes have distinguishing physical characteristics. [REDACTED] wishes that [REDACTED] had approached him directly so they could've had a conversation about [REDACTED] feeling but understands how such a conversation could be awkward. MC discusses why [REDACTED] was offended but also makes it clear that EO is not accusing [REDACTED] of committing discrimination. [REDACTED] says that he understands and will be more mindful in the future and says that he is happy to talk to [REDACTED] if [REDACTED] is comfortable. MC indicates that he will pass on [REDACTED] openness to talking.
1-25-17	MC leaves a voicemail for [REDACTED]	
1-30-17	MC talks to [REDACTED]	MC shares his conversation with [REDACTED] to [REDACTED] says that he will think about whether or not he wants to follow up with [REDACTED] and thanks MC for his assistance and talking to [REDACTED]